



UNIVERSITY OF THE PHILIPPINES
LOS BANOS
Los Banos, IV-A
VAT Reg. TIN: 000-864-006-00004

Request for Quotation/ Bid Form (Technical Specifications)
Agricultural System Institute

UPLB BAC SECRETARIAT
BY: _____ DATE: 8/6/24
AUG 06 2024 - TIL 10AM
UPLB-RQ- 8-203-24-GOODS
DEADLINE OF SUBMISSION

Suppliers Name: _____

Date: April 24, 2024
Fund Code: 2137001
MOP: SVP
Contact No: 5363229
Contact Person: Jervin C. Aquino
Rochelle S. Sacabon

Please quote your lowest price on the item/s listed below, subject to the General Conditions below.

- ote:
- Bidders shall provide correct and accurate information required in this form. All entries must be typewritten or in print and properly accomplished. Do not leave blank entries, put N/A for not applicable.
 - Price quotation/s to be denominated in Philippine Peso shall include all taxes, duties, and/ or levies payable.
 - Bidders must indicate the BRAND and MODEL NUMBER for equipment and its accessories or peripherals. Evidence shall be in the form of manufacturer's un-amended sale literature, unconditional statement of specification and compliance issued by the manufacturer and sample.
 - Quotation through fax/email is acceptable. Winning bidder shall submit original signed RQ before issuance of Purchase order (P.O.).
 - Quotations exceeding the Approved Budget for Contract shall be rejected.
 - Documentary requirements per Memorandum No. 03 Series of 2017 shall be attached upon submission of the quotation
 - Others:

ITEM No.	GENERAL NAME OF THE ITEM	REQUIRED SPECIFICATIONS	UNIT OF MEASURE	QTY	ESTIMATED UNIT APPROVED BUDGET OF THE CONTRACT	ESTIMATED TOTAL APPROVED BUDGET OF THE CONTRACT	OFFERED SPECIFICATION Suppliers must state here the detailed technical specifications of their offer against each of the individual parameters of each requirements	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Leave this space blank. For BAC/Evaluators only)
1	Catering Services	Package 3: AM + Lunch (Assisted Buffet) Snacks: Chicken and cheese panini and 290ml softdrinks lunch: Grilled pork loin, mango tapioca, rice, watermelon and 290ml softdrinks CAFS Execom meeting in August 5, 2024.	pax	25	350.00	8,750.00				
2		Lunch only (Assisted Buffet) Pork Sinigang, fresh lumpia in egg wrapper, rice, watermelon and 290ml softdrinks ASI Execom meeting in August 5, 2024.	pax	10	250.00	2,500.00				
3		Package 3: AM + Lunch (Assisted Buffet) Pansit, puto and 290ml softdrinks Grilled Chicken Pepper, pumpkin soup, rice, banana and 290ml softdrinks Faculty meeting in August 2, 2024.	pax	25	350.00	8,750.00				
4		Package 3: Lunch + PM Snacks (Assisted Buffet) Lunch: Beef Caldereta, mango tapioca, rice, watermelon and 290ml softdrinks Snacks: Banana muffin, macaroni and 290ml softdrinks For ASI Testimonials in August 1, 2024	pax	120	350.00	42,000.00				
5		Package 3: Lunch + PM Snacks (Packed) Beef barbeque ribs, buko pandan salad, rice, and 290ml softdrinks Carbonara with garlic bread and 290ml softdrinks For CAFS Welcome for ASI major in August 16, 2024	pax	100	260.00	26,000.00				
6		Package 3: AM + Lunch (Assisted Buffet) Spaghetti with garlic bread and 290ml softdrinks Pork barbeque, fresh lumpia in egg wrapper, rice, banana and 290ml softdrinks For General Staff meeting in August 28, 2024.	pax	70	350.00	24,500.00				
TOTAL ABC						112,500.00				
TOTAL QUOTED AMOUNT IN WORDS:										

Reviewed and Checked By:

2024-184
Eljohn D. Batas
BAC/TWG

Please quote at your government price (including VAT) and state that the time within which you can make delivery. It will be appreciated if we can have your quotation in the office as soon as possible on or before the deadline stated herein.

Napoleon P. Alborida
END USER

TERMS AND CONDITIONS:

- Price quotation/s shall be valid for a period of at least (30) calendar days from the date of submission.
- In order to assure that manufacturing defects shall be corrected by supplier, a warranty security shall be required from the contract awardee for a minimum period of **three (3) months**, in the
- Delivery period within 14 calendar days.
- Award of contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and condition stated herein
- UPLB reserves the right to reject any or all offers as may be considered most advantageous to the University.
- Any interlineations, erasure, or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.

Requirements for Suppliers (GPPB Resolution No. 21-2017)

REQUIREMENTS	Shopping (Section 52)	Negotiated Procurement- Small Value Procurement (Section 53.9)	Negotiated Procurement- Lease of Real Property or Venue (Section 53.10)	Negotiated Procurement- Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services (Section 53.6)	Negotiated Procurement- Emergency (Section 53.2)
1 Mayor's/Business Permit	/	/	/	/	/
2 PhilGEPS Registration Number	/	/	/	/	/
3 Professional license/ CV (consulting services)		/		/	
4 PCAB License (for Infrastructure)		/			
5 Income / Business tax returns (except for government agencies as lessor)		FOR ABC'S ABOVE 500K	/	/	FOR ABC'S ABOVE 50K
6 Omnibus Sworn Statement		FOR ABC'S ABOVE 50K			FOR ABC'S ABOVE
7 NFCC for Infrastructure with ABC above Ph500k		/			FOR ABC'S ABOVE 50K

After having carefully read and accepted your General Conditions, I/We quote you on the Item at prices noted above.

Name of the Company: _____ Tel. No. : _____
Address: _____ Fax No. : _____
Signature over Printed _____
Name of _____
Representative: _____ Email Address: _____
Position: _____ Date: _____